

# RE: BID Maintenance Agreements - Broadway

**Subject:** RE: BID Maintenance Agreements - Broadway  
**From:** Suzanne Holley <sholley@downtownla.com>  
**Date:** 6/24/2016 10:57 PM  
**To:** 'jessica Washington-McLean' <jessica.washingtonmclean@lacity.org>;  
CC: Blair Besten; Suzanne Holley; Julie Amaya <julie.amaya@lacity.org>; Pauline Chan <pauline.chan@lacity.org>; Valerie Watson <valerie.watson@lacity.org>; Rena Leddy <rena@fashiondistrict.org>; Brian Raboin <Braboin@downtownla.com>  
My notes indicate that those that the BIDs were writing to sign on that there were outstanding contract items to address. Those are listed on the attached. To my knowledge those items have not been finalized. I am happy to work through them with you so that the DBID may execute.

Thank you.

Suzanne Holley  
Downtown LA  
505 Spring Street, Suite 200 | Los Angeles, CA 90012  
901 Spring Street, Suite 1000 | Los Angeles, CA 90013  
900 Spring Street, Suite 1000 | Los Angeles, CA 90013  


Downtown Center Business Improvement District  
625 Wilshire Blvd., Suite 200 | Los Angeles, CA 90017  
901 Spring Street, Suite 1000 | Los Angeles, CA 90013  
900 Spring Street, Suite 1000 | Los Angeles, CA 90013

**From:** Jessica Washington-McLean <jessica.washingtonmclean@lacity.org>  
**Send:** Friday, June 24, 2016 10:57 PM  
**To:** 'jessica Washington-McLean' <jessica.washingtonmclean@lacity.org>  
**Cc:** Blair Besten; Suzanne Holley; Julie Amaya; Pauline Chan; Valerie Watson  
**Subject:** RE: BID Maintenance Agreements - Broadway

GREAT! Let's just get it done. Thanks, Rena!

 **Jessica Washington-McLean**  
Executive Director, Bringing Back Broadway  
Downtown Economic Development  
Office of City Councilmember Jose L. Hater  
100 N Spring Street #405, Los Angeles, CA 90012  
[jessica.washingtonmclean@lacity.org](mailto:jessica.washingtonmclean@lacity.org) | 213-473-7014

On Fri, Jun 24, 2016 at 10:55 PM, Rena Leddy <[rena@fashiondistrict.org](mailto:rena@fashiondistrict.org)> wrote:

Hi Rena,  
This is great. I recall some additional information - We spoke to Valerie Watson at DCF on Wednesday morning. We did not know that there was a belief that the BIDs wanted to enter the agreements simultaneously. We do not want to do that. We want to finalize our agreement and get paid! But, that is because we only have a few areas to maintain (just Historic Core who has the bulk of the areas). We are ready to sign the contract.

I am tentatively making the meeting and will confirm when we get closer.

Thanks!

Suzanne

**From:** Jessica Washington-McLean <jessica.washingtonmclean@lacity.org>  
**Send:** Friday, June 24, 2016 10:57 PM  
**To:** 'jessica Washington-McLean' <jessica.washingtonmclean@lacity.org>  
**Subject:** RE: BID Maintenance Agreements - Broadway

Hi Rena,

It's come to my attention that the BID Maintenance Agreements for the Broadway project are still not completed, so no one is being paid for maintenance. :()

I would like for us to meet to go over where things stand, and hopefully resolve this long-standing process. I really appreciate the BIDs willingness to handle and be paid for maintenance, and I apologize - I thought this all was resolved.

I understand once the BIDs agree on the overall terms, then a LAO/DOA Contract Administrator will finalize (sign off) on the language before all parties sign, including City Atty.

I also understand all BIDs wanted to see a formal contract, but we need to move this forward, so we will finalize contracts with each BID while ironing any remaining issues with the others, since the other way has taken, literally, years.

I'll be sending a calendar notice for Thursday July 13 at 2pm. I hope that gives everyone enough time to sign off the previously discussed agreement, review your agreement on any issues that were keeping them from being signed, and try to work it out amongst yourselves with the LAO/DOA staff before the meeting, so when we meet it can be as quick, painless and productive as possible.

Please, by all means, if we know how I might be able to help with this. Please say so to me. If you have an issue with the previously proposed contract - great!

Again, we really appreciate your collaboration and I'm sorry for the last few lengthy to the like each month.

THANK YOU!

Jessie

 **Jessica Washington-McLean**  
Executive Director, Bringing Back Broadway  
Downtown Economic Development  
Office of City Councilmember Jose L. Hater  
100 N Spring Street #405, Los Angeles, CA 90012  
[jessica.washingtonmclean@lacity.org](mailto:jessica.washingtonmclean@lacity.org) | 213-473-7014



 -RE: Planter fill and Plant Palette & Contract

**Subject:** RE: Planter fill and Plant Palette & Contract  
**From:** Suzanne Holley <sholley@downtownla.com>  
**Date:** 6/24/2016 10:57 PM  
**To:** 'julie.amaya@lacity.org'  
**CC:** 'Pauline Chan' <pauline.chan@lacity.org>; Valerie Watson <valerie.watson@lacity.org>; Kent Smith (kent@fashiondistrict.org) <kent@fashiondistrict.org>; Blair Besten (blair@historiccore.bid) <blair@historiccore.bid>; Ken Nakano <knakano@downtownla.com>; Julie Amaya <julie.amaya@lacity.org>

Julie,

I am following up on your request that I memorialize what was discussed at the 5/2/15 walkthrough with the DBID as far as the contract terms that need to be reviewed.

With regards to the contract the following items need to be addressed:

- Sheet A10 to clarify in the contract the application of maintenance. Through the city (listed in Table 1 of 7/17 email attached) to replace what is currently included (that would be the preference)

- Sheet A10 to clarify in the contract that it is understood that the BIDs would not be responsible for any damage due to events

- New panels in the contract should reflect the specific numbers below rather than what is currently included

- Contract should reflect the new panel numbers. (see attached dated 5/2/15)

Labor Costs - the BIDs need to provide updated costs; for the DBID (as of 5/2/15) we do not have confirmation of how the city maintenance wage increase will impact us (Dynamis may elect not to take the exemption) & how should this be addressed in the contract?

Kent & Blair - please jump if you think there is anything that due missed.

Thanks all,

Suzanne

 **Suzanne Holley**  
Vice President of Operations, Officer  
Downtown Center Business Improvement District  
625 Wilshire Blvd., Suite 200, Los Angeles, CA 90017  
901 Spring Street, Suite 1000, Los Angeles, CA 90013  
900 Spring Street, Suite 1000, Los Angeles, CA 90013  
[sholley@downtownla.com](mailto:sholley@downtownla.com) | 213-473-7014

 **From:** Julie Amaya (mailto:julie.amaya@lacity.org)  
**Sent:** Wednesday, September 02, 2015 2:49 PM  
**Recipients:** Suzanne Holley; Ken Nakano  
**CC:** Kent Smith; Blair Besten; Ken Nakano  
**Subject:** Planter fill and Plant Palette

Hi all,

It was a pleasure meeting you this morning below you will find the Planter fill and Plant Palette for Broadway.

Thank!

Plans & Specs

Planter fill & Spec  
Sheet A10  
Sheet A11

# RE: BID Maintenance Agreements - Broadway

We would suggest that some of these deficiencies should be corrected before the formal responsibility is taken on by the Faithful District BID. Other deficiencies could be acknowledged in a separate letter to remain in an as is condition on takeover. This might be best coordinated with my BID colleagues in Historic Downtown & Downtown Center BIDs so we take the same approach with each deficiency listed above.

Thanks

Kent Smith  
Executive Director  
LA BID, Inc.  
100 W. 2nd Street, Suite 2170  
213.684.1550 ext. 712  
[www.labid.org](http://www.labid.org)

From: Julie Amaya <[julie.amaya@lacity.org](mailto:julie.amaya@lacity.org)>  
Sent: Friday, March 13, 2015 10:45 AM  
To: Kent Smith; "Blair Batten" <[blair@labid.com](mailto:blair@labid.com)>; Suzanne Holley  
Cc: Kent Smith; "Suzanne Holley" <[suzanne.holley@lacity.org](mailto:suzanne.holley@lacity.org)>  
Subject: Re: Update: BID agreement for your consideration- Broadway Dress Rehearsal

Hi Kent, Blair, Suzanne

This was formerly forwarded on March 13, 2015 and we are agreeable to executing if you see. If you have any changes or comments please let us know by June 15, 2015.

Thank you!

-Re: Update: BID agreement for your consideration, and upcoming timeline - Broadway Dress Rehearsal

**Subject:** Re: Update: BID agreement for your consideration, and upcoming timeline - Broadway Dress Rehearsal  
**From:** Julie Amaya <[julie.amaya@lacity.org](mailto:julie.amaya@lacity.org)>  
**Date:** 3/13/2015 12:25 PM  
**To:** Suzanne Holley <[suzanne.holley@lacity.org](mailto:suzanne.holley@lacity.org)>  
**Cc:** Kent Smith <[kent.smith@lacity.org](mailto:kent.smith@lacity.org)>; "Blair Batten" <[blair@labid.com](mailto:blair@labid.com)>; "Pauline (H) Chan" <[pauline.chan@lacity.org](mailto:pauline.chan@lacity.org)>; Julie Amaya <[julie.amaya@lacity.org](mailto:julie.amaya@lacity.org)>

Hereinafter please find documents and info per your request.

**Comments:**

Kent - You're the identical to that exist earlier except inquiries updated due to City personnel changes.

Suzanne and Blair - You're identical to Kent's. I am sorry for the formatting difference as the juxtaposition in different between yours and Kent's but rest assured, it's 1400% identical except for the compensation. Again, I need you to look at the compensation in light of the potential LMO. If it does not apply at all it does apply as we can set aside the correct amount.

**Comments:**

Blair - I do not know when the decomposed granite will be removed EXACTLY but I do think work will commence, and finish, by the end of the year if all goes well so we don't run into the holiday construction moratorium, and also adversely impact your businesses in any way during busy shopping peaks. The surface treatment that will follow is what we place as the BASE of the crosswalks that you see in black. It's called "Densified." It is a concrete polymer that is this but very strong that can be applied in a thin coat to match almost any pigment. It is applied over the existing asphalt or concrete. It has been used to reinforce car lanes that car or in landscaping edges, we take unique. There are two colors chosen in the sample, grey and brown. The final color will be a composite of these that have been mixed in the final mix. If you wish to see the test panels, they are on the east side across from Grand Central Market as indicated.

**Comments:**

As for the maintenance of the furniture, I am very happy to send a file that has the executed agreements with the existing firms. We did it in this way, it's an "application" and the folks "won" the right as long as they abide by the rules, which they signed. It expires in July 2015. I can self renew these if you wish to it can last through 2054 should you want, or do the same "contract" and you can award the furniture, or in this case, approve the owner for having furniture kits. I only could find 3 scanned in my files, but you get the picture. Julie in our office can help you with this.

On Mon, Mar 16, 2015 at 4:44 PM, Lan Nguyen <[lan.nguyen@lacity.org](mailto:lan.nguyen@lacity.org)> wrote:

Great questions. I will answer them around noon tomorrow when I stop by my office to forward you some of the material that's at work.

Lan <[lan.nguyen@lacity.org](mailto:lan.nguyen@lacity.org)>

On Mar 16, 2015, at 4:39 PM, Suzanne Holley <[suzanne.holley@lacity.org](mailto:suzanne.holley@lacity.org)> wrote:

Thank you Lan.

I have spoken with Kent and Blair and we are still reviewing the contract and need back with any comments or questions. In the interim, can you:

- forward the district specific contracts to the CDBD and HDBD

- provide me with when the decomposed granite will be removed and let us know what, if any, surface treatment will follow that removes it

- advise who agreements have been executed directly with property owners with regards to the maintenance of the furniture?

From: Lan Nguyen <[lan.nguyen@lacity.org](mailto:lan.nguyen@lacity.org)>

Sent: Monday, March 16, 2015 4:39 PM

To: Kent Smith; "Blair Batten" <[blair@labid.com](mailto:blair@labid.com)>; Suzanne Holley

Cc: Julie Amaya <[julie.amaya@lacity.org](mailto:julie.amaya@lacity.org)>; Kent Smith <[kent.smith@lacity.org](mailto:kent.smith@lacity.org)>; Suzanne Holley <[suzanne.holley@lacity.org](mailto:suzanne.holley@lacity.org)>; Julie Amaya <[julie.amaya@lacity.org](mailto:julie.amaya@lacity.org)>; Pauline (H) Chan <[pauline.chan@lacity.org](mailto:pauline.chan@lacity.org)>

Subject: Update: BID agreement for your consideration, and upcoming timeline - Broadway Dress Rehearsal

Dear Kent, Blair and Suzanne -

First I want to thank all 3 of you for your immense patience during this time.

**WARNING:**

Please apologize for not reaching out earlier to tell you that the contractor stopped watering on 2/1/15 in anticipation of the BIDs taking over maintenance.

Blair - At this time, I may ask if you think of how to reach out to the areas covered by your BID to help me implement an immediate watering fit of the planters since they really look parched. **- Thank you for helping bridge this gap until we can execute your agreement asap.**

**MAINTENANCE:**

Between please find a draft of the Agreement specific to FBID and incorporate your final comments from last year. The only changes are minor personnel changes. Other changes are highlighted in red so it would jump right out at you, and I'd be happy to explain my thinking... basically we are going to remove the surface soon, YOU WILL BE APPRISED IN A TIMELY MANNER, so your contract may be cut short during that time, but you'd know about it well in advance so you'd do no work during the construction period. (I'm only sending Kent's but the other 2 BIDs' agreements are identical.)

The respective parts in purple, and the compensation, are the only things that will be different among the 3 agreements.

**COMPENSATION:**

The compensation amount highlighted in green is the agreement in residual language from the last agreement. It will be modified to reflect the cost figures associated with the possible requirement of City Living Wage provisions so do not worry about that either.

**PROPOSED MAINTENANCE AGREEMENT TIMELINE:**

3/3/15 - Email draft for consideration

by 3/20/15 - Walk through project with each respective BID in their areas, receive their concerns and modify Agreement, if needed, and process BID signatures.

Week of 3/23/15 - Get City signatures by 3/31/15

4/1/15 - Fully executed agreement in effect

THANK YOU ALL, and please let me know of your discomfort in any way. I am just finishing up work previously started and did not add anything extra

-2-BID Patcher Test (PDF)



-2-Green Test.JPG



-2-Gold Trim-JPG



1

2

3

4



# RE: BID Maintenance Agreements - Broadway



Attachments	
-WHD129.jpg	823 bytes
RE: Planter Kit and Plant Palette & Contract	17.7 KB
image001.jpg	359 bytes
RE: Update, BID agreement for your consideration - Broadway Dress Rehearsal	54.0 KB
Re: Update, BID agreement for your consideration, and upcoming timeline - Broadway Dress Rehearsal	37.5 KB
EDCR Broadway Dress Rehearsal Master 3.25.15.docx	37.5 KB
FBRD Broadway Dress Rehearsal Master 3.25.15.docx	73.5 KB
HBDID Broadway Dress Rehearsal Master 3.25.15.docx	73.5 KB
1-Beth Patches Test.JPG	2.9 KB
2-Brown Test.JPG	3.3 KB
3-Green Test.JPG	3.3 KB
Furniture Kit Agreement 2014 July 2-Blank.pdf	262 KB
Furniture Kit Agreement - all 3.pdf	717 KB
SPedProgram-Kit Applicant certs.pdf	2.3 MB
image001.gif	4.0 KB
image002.gif	710 bytes
image004.gif	474 bytes
image005.gif	721 bytes
image006.gif	716 bytes
image007.jpg	309 bytes
image007.png	5.5 KB
image002.png	1.2 KB
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